



# Special Provisions & EPS Funding

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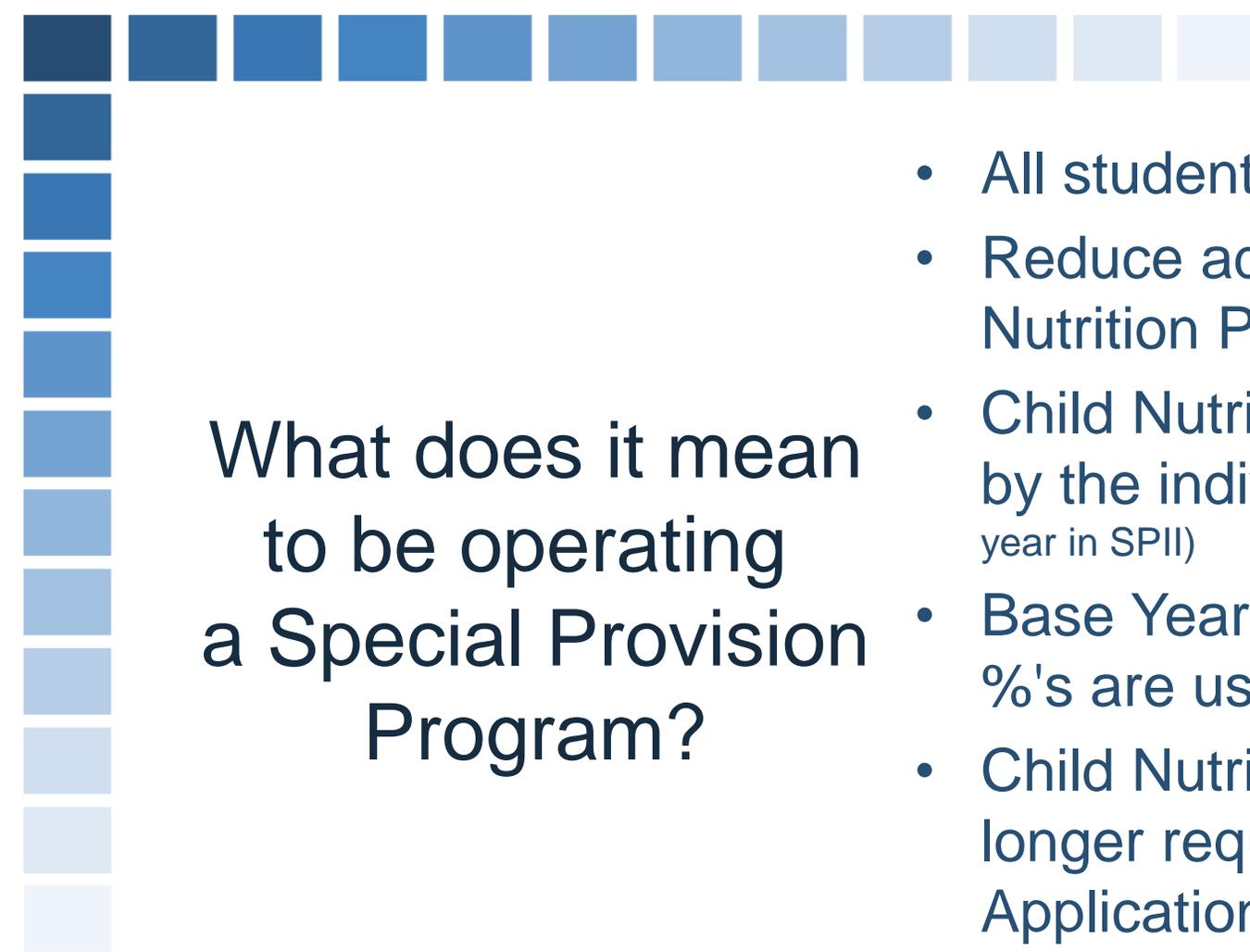
While we wait to get started, will you please put in the chat,  
your role in your school. Ex: Child Nutrition Director,  
Business Manager, or School Administration

# Child Nutrition Program Operations

3 variations of programming:

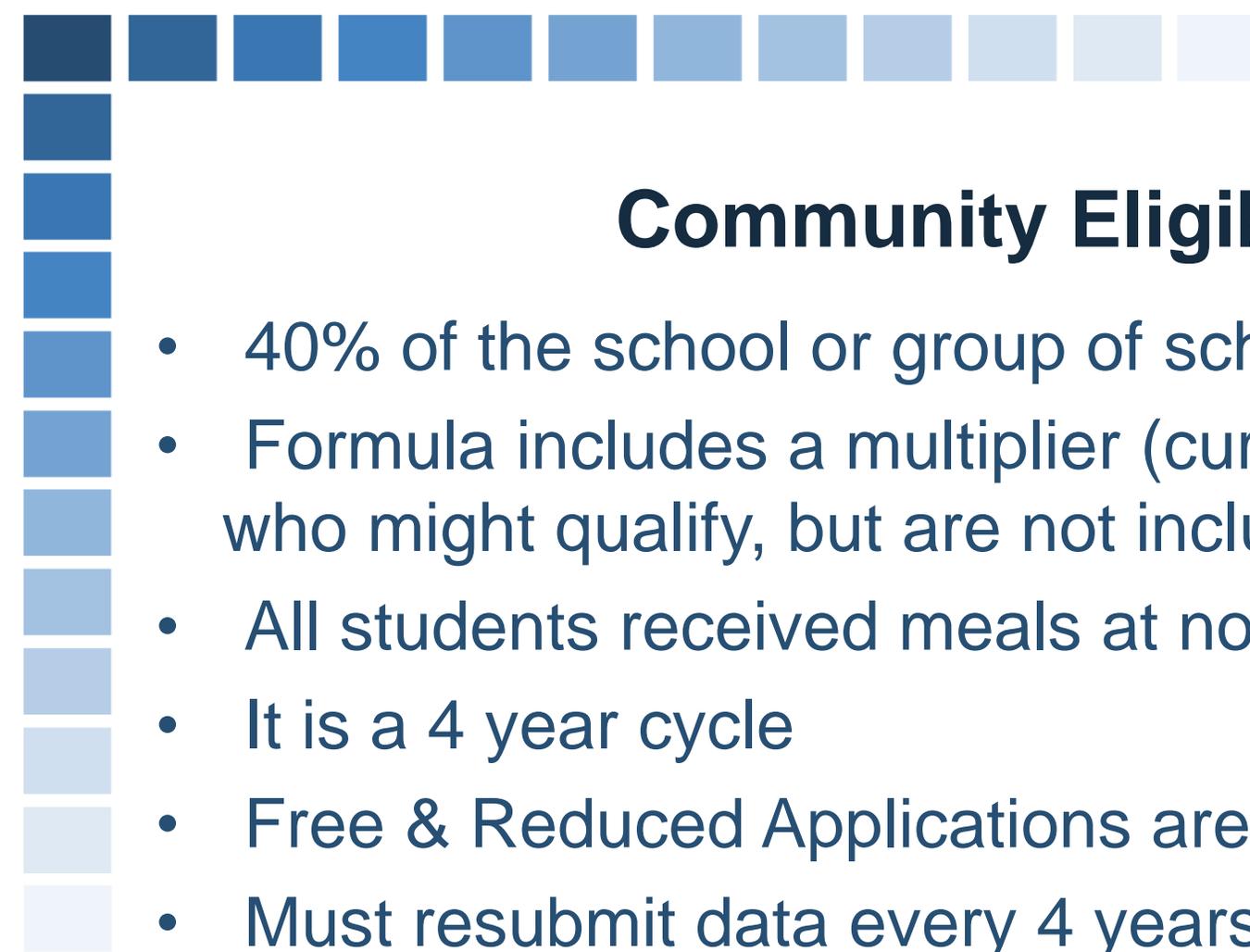
- Traditional
- Community Eligibility Program (CEP)
- Special Provision II (SPII)





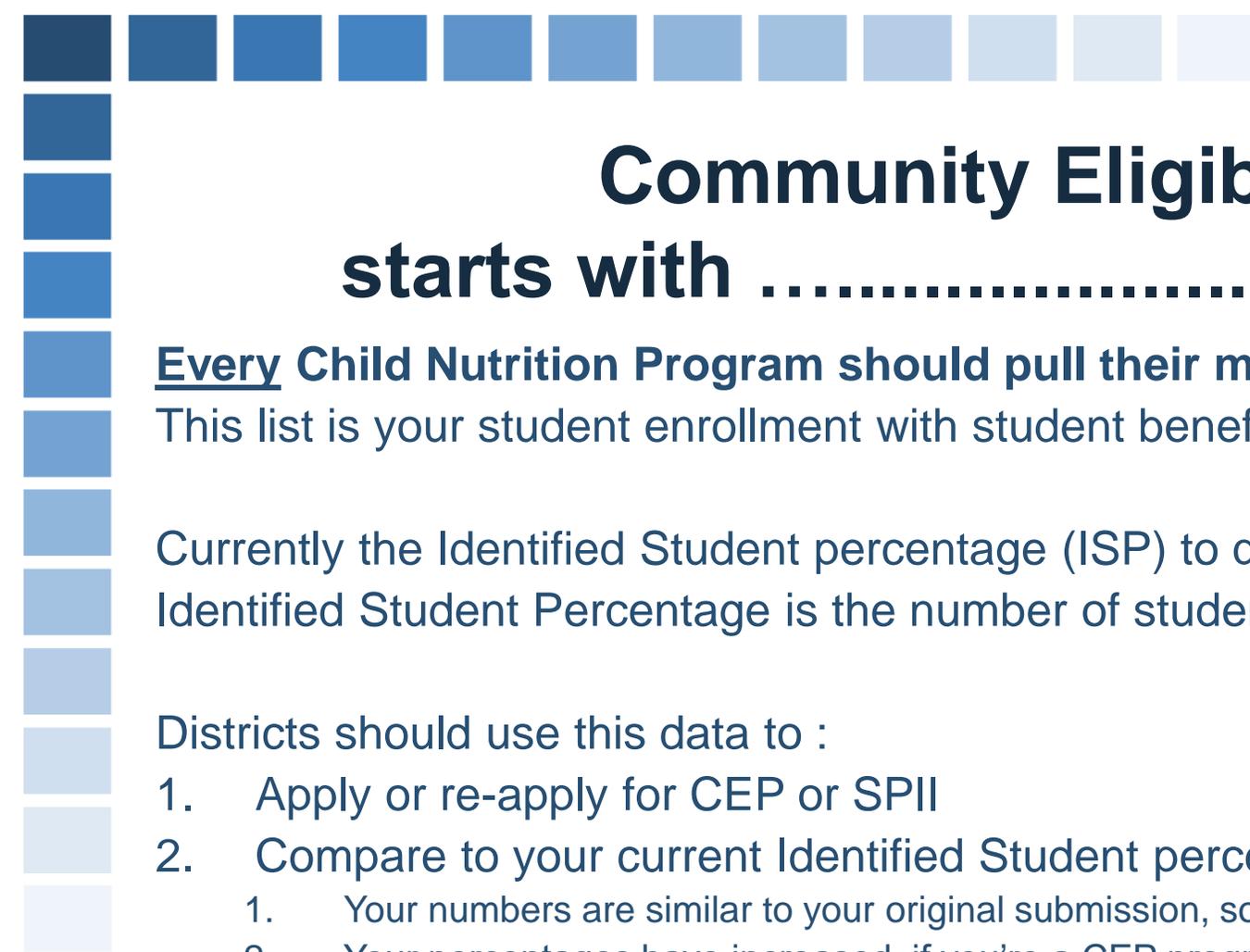
## What does it mean to be operating a Special Provision Program?

- All students receive meals at no charge
- Reduce administrative burden on the Child Nutrition Programs
- Child Nutrition is no longer claiming meals by the individual student benefit level (after the base year in SPII)
- Base Year claiming %'s or Direct Certification %'s are used to determine claim % each month
- Child Nutrition programs are no longer required to collect Free & Reduced Applications (after the base year in SPII)
- Using Special Provisions is a way to leverage federal funds used for reimbursing student meals within the state



## Community Eligibility Program

- 40% of the school or group of schools must be directly certified
- Formula includes a multiplier (currently 1.6) to capture students who might qualify, but are not included on the list
- All students received meals at no charge
- It is a 4 year cycle
- Free & Reduced Applications are no longer required
- Must resubmit data every 4 years
- **Not all schools that qualified, participated last year, this is a great way to eliminate F/R Applications, and leverage federal**



# Community Eligibility Provision starts with .....April 1st Data

**Every Child Nutrition Program should pull their master list on April 3rd this year**

This list is your student enrollment with student benefit information included

Currently the Identified Student percentage (ISP) to qualify for this program is 40%

Identified Student Percentage is the number of students / total enrollment.

Districts should use this data to :

1. Apply or re-apply for CEP or SPII
2. Compare to your current Identified Student percentages (ISP)
  1. Your numbers are similar to your original submission, so your good
  2. Your percentages have increased, if you're a CEP program, you might want to re-apply this year
  3. If you're a SPII school, you want to have a discussion with your administration about your findings, and see if starting a new base year would be worth it.
  4. Use this data to apply for an extension at the end of your cycle

# Qualifying a Single School

School	Enrollment	DC	%	Multiplier	Free Rate
Blue	200	86	<b>43.00</b>	<b>1.6</b>	<b>68.80</b>
Green	150	92	<b>61.33</b>	<b>1.6</b>	<b>98.12</b>
Yellow	250	122	<b>48.80</b>	<b>1.6</b>	<b>78.08</b>

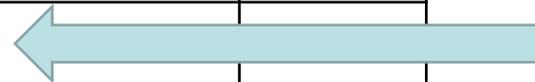
All schools would qualify on their own, and be reported at their own % rate

\*decimals can be rounded to no less than 2 decimal points in Special Provisions

# Qualifying a Group of Schools

A SAU could qualify a group of schools, this way

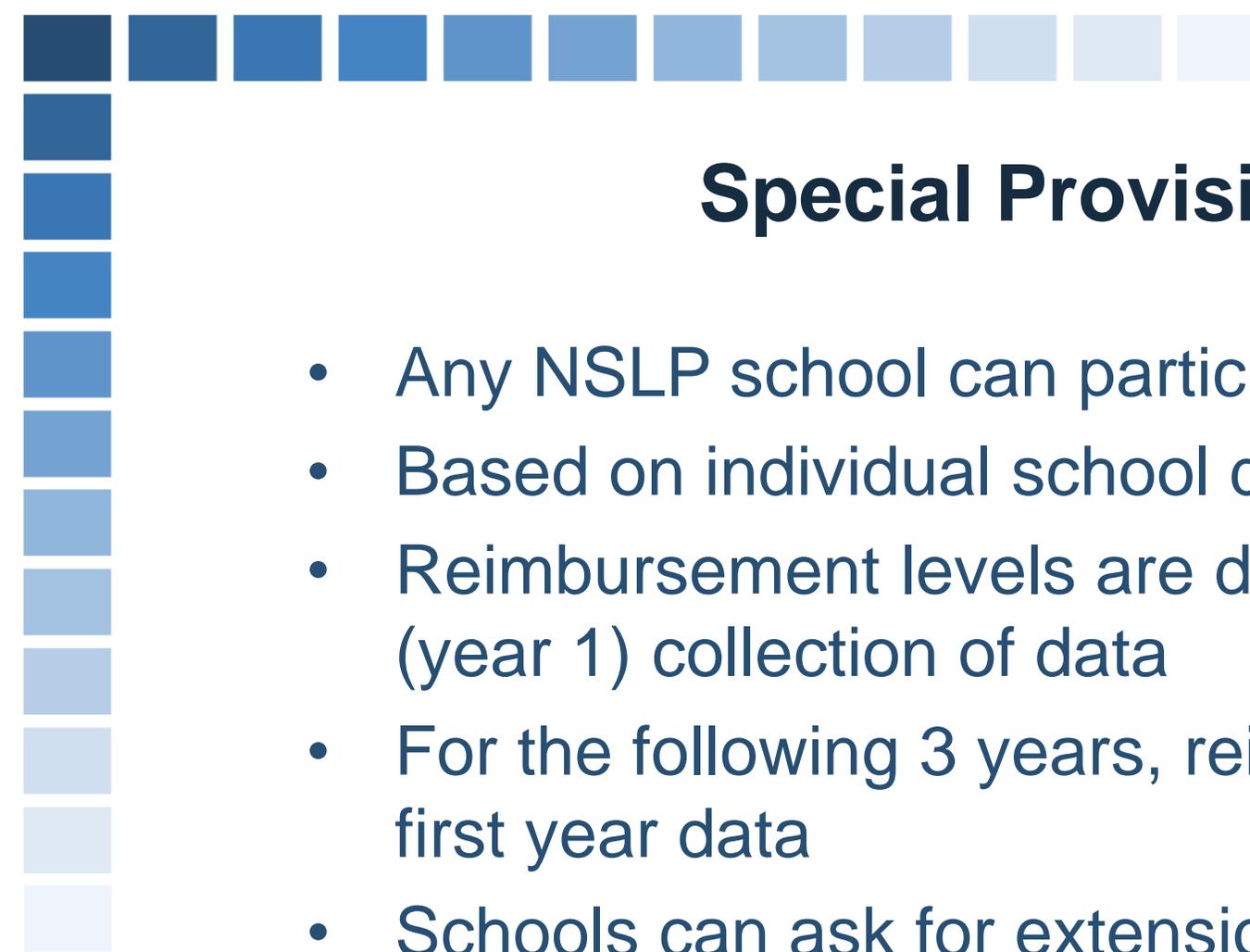
School	Enrollment	DC	%	Multiplier	Free Rate
Blue	200	86	43.00		
Green	150	92	61.33		
Yellow	250	122	48.80		
Red	150	38	25.33		
	<b>750</b>	<b>338</b>	<b>45.06</b>	<b>1.6</b>	<b>72.09</b>



Red School does not qualify on its own, but would as part of this group

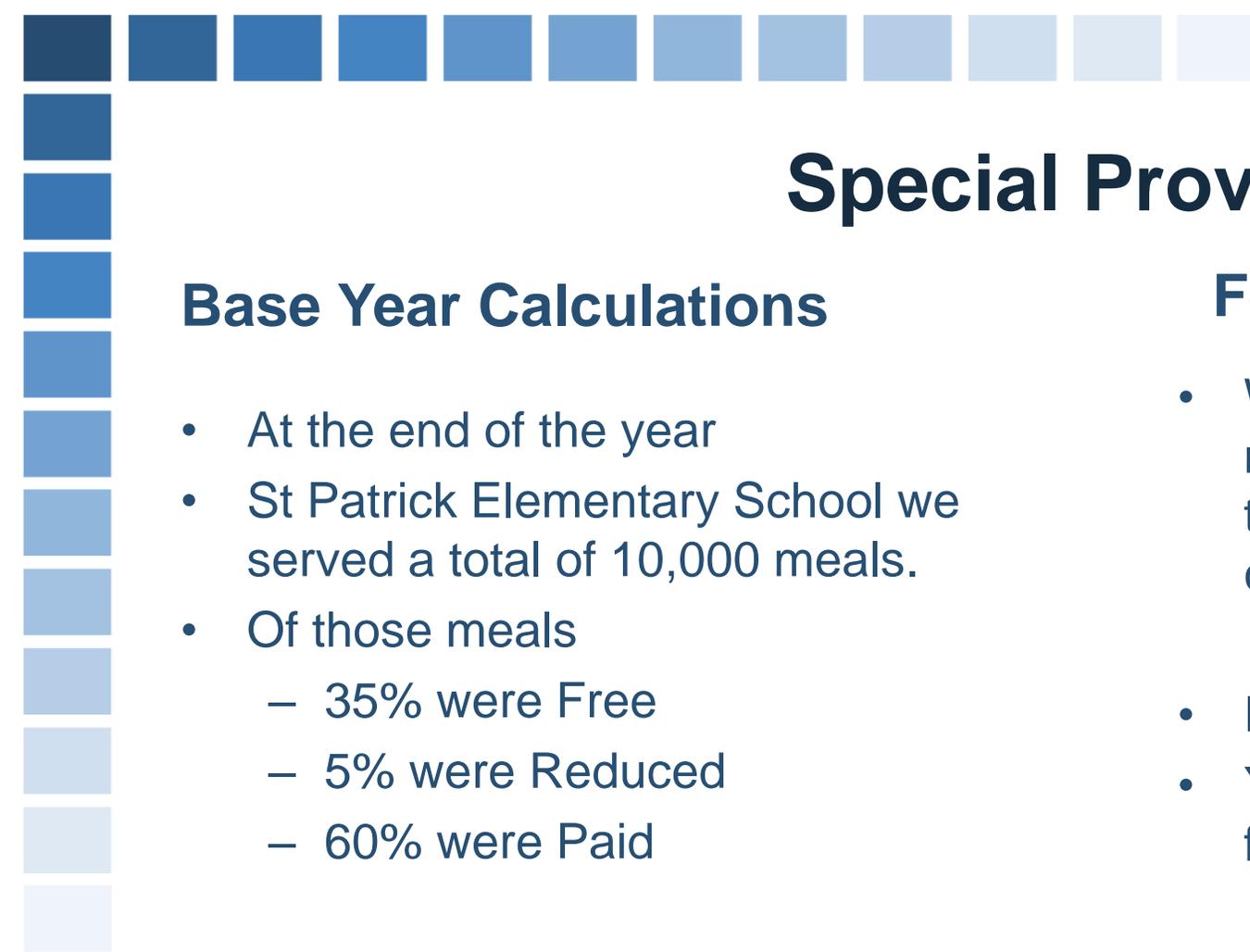
All schools would report at the group rate of 72.09%

\*decimals can be rounded to no less than 2 decimal points in Special Provisions



## Special Provision II (SPII)

- Any NSLP school can participate
- Based on individual school data
- Reimbursement levels are determined by a base year (year 1) collection of data
- For the following 3 years, reimbursement is based on the first year data
- Schools can ask for extensions, if there has not been a significant shift in demographic in the school



# Special Provisions %

## Base Year Calculations

- At the end of the year
- St Patrick Elementary School we served a total of 10,000 meals.
- Of those meals
  - 35% were Free
  - 5% were Reduced
  - 60% were Paid

## For your next 3 years..

- We will use those percentages on your new meal counts each month, you will report your total meals served and CNPWeb will calculate the % to the total count for claim.
- Ex: if you served 1000 meals in September,
- You would be reimbursed with Federal Funds for:
  - 350 at the Free Meal Rate
  - 50 at the Reduced Meal Rate
  - 600 Paid Meal Rate

And then the state would supplement the reduced and paid rate to the full Free Meal Rate



# Child Nutrition Office Operations



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- **NO longer** collecting Free and Reduced Meal Applications
- **Continue to download** the Direct Certification List, minimally 3 times per year
- Any other collection of forms is an **unallowable expense** to the Child Nutrition Department. Collections of an alternate form should, ideally, be done outside of the Child Nutrition Department, or the Child Nutrition Department should be compensated with funds other than Child Nutrition Funds for their time and supplies

# Let's talk....

74 school's currently operate CEP

An additional 100 SAU's will be operating Special Provision II SY23/24



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## To Do's to get ready for Next year:

- Pull your April 1st data (on the 3rd)  
Compare to last year, or current plans
- No Free & Reduced Applications  
( tip – destroy any application on hand)
- Discuss how are you going to operate your cafeterias
- Assist your administration in plans for next years collection of alternate income data forms....

# Maine DOE Helpdesk Website

<https://www.maine.gov/doe/data-reporting/collection/helpdesk>

State reporting resources.

## EPS Guides

This section contains guides specific to the Essential Programs & Services (EPS).

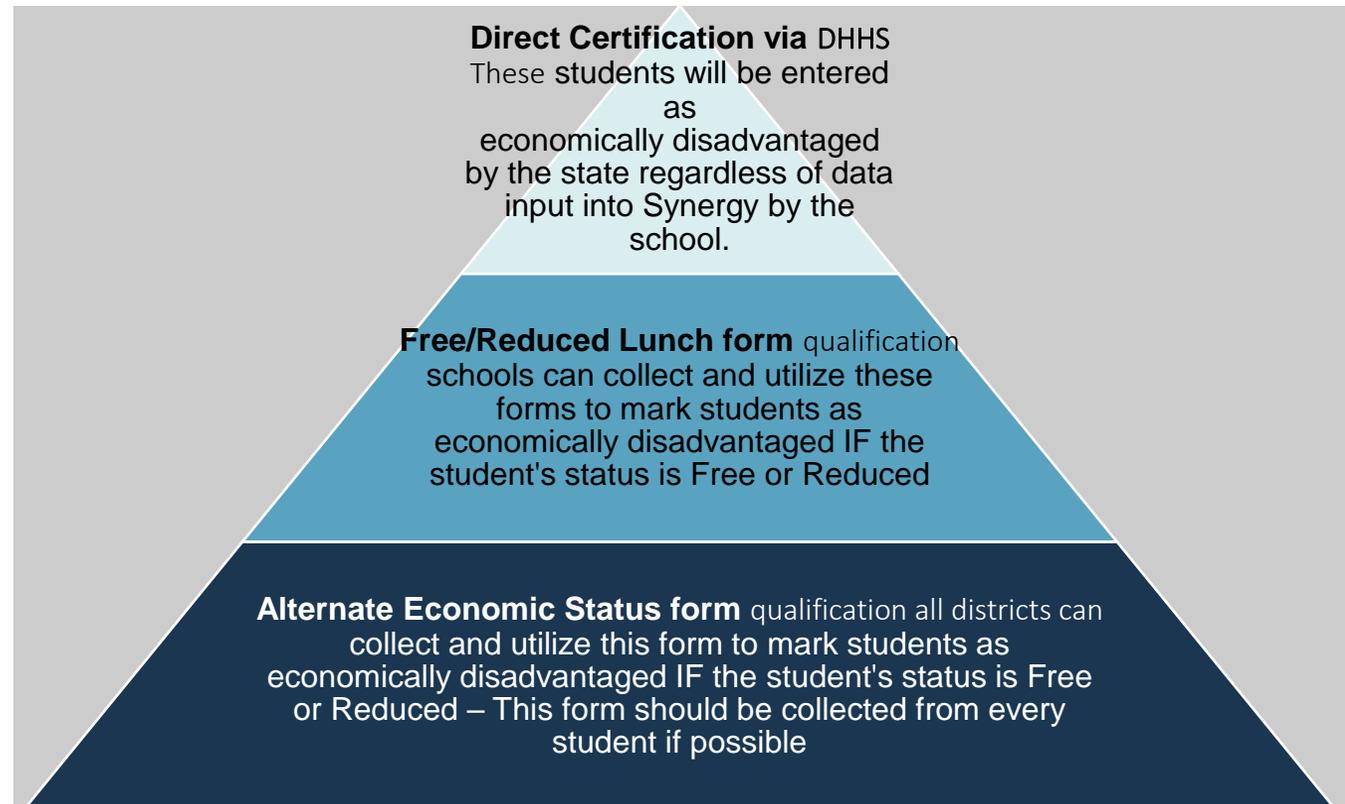
EPS Training Handouts

- [Economically Disadvantaged Status Information](#)
- [FY24 Alternate Economic Disadvantaged Status Forms](#) - Updated 3/2/2023

The screenshot shows the Maine Department of Education website's Helpdesk page. The header includes the Maine Department of Education logo and navigation links: About, Educators, Teaching & Learning, Maine Schools, Assessment & Accountability, Data & Reporting, and Funding. A breadcrumb trail reads: Home → Data & Reporting → Collection & Reporting → Helpdesk → Helpdesk. A left sidebar menu lists: Collection & Reporting, Data Privacy, Data Policies, Helpdesk (highlighted), and Data Warehouse. The main content area is titled 'Helpdesk' and 'Things to Know...'. A right sidebar notification states: 'NEO Student Data will refresh with Synergy Data in: 26:12' with a note: '\*Please Note: This process may take a few minutes'. Below the notification is a 'Resources' section with a grid of icons: Synergy Instructions, Data Reporting Instructions, Student Enrollment Guides, Staff Data Entry Guides, EPS Guides (highlighted with a green box), Infrastructure, Webinars & Presentations, and MEIS Instructions. A green arrow points from the 'EPS Guides' text in the left sidebar to the 'EPS Guides' icon in the resources grid.

# Economically Disadvantaged Status

- The State of Maine uses the student's Free/Reduced lunch status to determine if a student is "economically disadvantaged". A student can be deemed economically disadvantaged using Direct Certification from DHHS, OR collection of the Application for Free/Reduced Lunch meals, OR the Alternate Economic Status forms from parents/guardians which are used strictly to determine additional State School funding.
- School Administrative Units implementing the Community Eligibility Provision (CEP) for the federal school nutrition funds purposes, or for some other reason; are still **required** to report *individual* student economic status information for the purpose of State funding through the Essential Programs & Services Funding Act (EPS) and other federal and State individual student information requirements.
- **This reporting is not for nutrition purposes and should not be collected or entered by your nutrition staff.**



# Alternate Economic Status Form

## This form can be...

- ...used with all students
- ...used to determine economic disadvantaged eligibility for EPS Funding
- ...entered into State Synergy by individuals who upload/enter enrollment data.

- This form cannot be...**
- ...used for lunch services
- ...entered by nutrition staff

Dear Parents/Guardians:

This form will provide information needed by the Maine Department of Education to determine **PUT SCHOOL NAME HERE**'s eligibility status for **State Economically Disadvantaged funds** available under the Essential Programs & Services Funding Act. Data in this form is *not for school lunch purposes*, only to determine economic disadvantaged status for allocation of **State education funds\***.

If you have any questions, please call [redacted] at [redacted]. The due date to return this form to your school administrator is September [redacted], 2023. Thank you for your assistance.

Sincerely,  
School Administrator

Please use the table below as guidance to determine your student's economic status. If household income is less than the Annual or Monthly earnings for your household size in the chart below, then your student meets the economic disadvantaged status criteria. Household size includes adults and children.

INCOME ELIGIBILITY GUIDELINES											
Effective from July 1, 2023 to June 30, 2024											
HOUSEHOLD SIZE	FEDERAL POVERTY GUIDELINES ANNUAL	REDUCED PRICE MEALS - 185 %					FREE MEALS - 130 %				
		ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY
48 CONTIGUOUS STATES, DISTRICT OF COLUMBIA, GUAM, AND TERRITORIES											
1	14,560	26,973	2,248	1,124	1,038	519	18,954	1,580	790	729	365
2	18,720	36,482	3,041	1,521	1,404	702	25,636	2,137	1,069	986	493
3	24,860	45,991	3,833	1,917	1,769	885	32,318	2,694	1,347	1,243	622
4	30,000	55,500	4,625	2,313	2,135	1,068	39,000	3,250	1,625	1,500	750
5	35,140	65,009	5,418	2,709	2,501	1,251	45,682	3,807	1,904	1,757	879
6	40,280	74,518	6,210	3,105	2,867	1,434	52,364	4,364	2,182	2,014	1,007
7	45,420	84,027	7,003	3,502	3,232	1,616	59,046	4,921	2,461	2,271	1,136
8	50,560	93,536	7,795	3,898	3,598	1,799	65,728	5,478	2,739	2,528	1,264
For each add'l family member, add	5,140	9,509	793	397	366	183	6,682	557	279	257	129

<https://www.fns.usda.gov/cn/income-eligibility-guidelines>

Student's Last Name	Student's First Name	Name of School	Student's Current Grade	Student Meets Free Category Guidelines	Student Meets Reduced Category Guidelines

Please duplicate this form for additional children. Return this form to your child's school by September [redacted], 2023

Signature of Parent: \_\_\_\_\_ Date: \_\_\_\_\_





**Does anyone have any questions?**

thank you!

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